



North Hinksey Parish Council



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Minutes of North Hinksey Parish Council Meeting held at 7.30pm on Thursday 28th April 2022 in the Seacourt Hall and via video conference

Those Present: Cllrs Allen (until item 22/010 2.3), Bastin, Berrett, Church (from item 22/010), Dowie, Dykes, Kay, MacKeith, Potter (Chair), and Rankin.

In Attendance: Linda Morrison Allsopp, Clerk to the Parish Council, Dan Wadsworth of Jessop & Cooke Architects and by Zoom, District Councillor Debby Hallett.

There were 2 members of the public present by Zoom

22/001: Apologies for Absence: Cllrs Blase, Bolder, Fairclough and Jones, County Councillor Judy Roberts and District Cllr Emily Smith. Cllr Church notified he would be late.

22/002: Declarations of Interest

Cllr MacKeith declared a non-pecuniary interest in the grant application from the Sprout for Botley in Bloom.

22/003: Approval of Draft Minutes of the Council Meeting held on 24th March 2022

Proposed by Cllr Potter, seconded by Cllr Dykes. Named vote requested, Unanimous agreement.

22/004: Council noted the following minutes to be approved at the next relevant committee meeting:

- a) Planning Committee – 7th April 2022
- b) Recreation & Amenities Committee – 21st April 2022
- c) Personnel Committee – 21st April 2022

22/005: Matters raised by Members of the Public:

None.

22/006: Reports from County & District Councillors

County Cllr Roberts gave apologies but her report is on Dropbox. Cllr Potter read highlights and asked for questions. None were forthcoming.

District Cllr Hallett reported Vale of White Horse District Council (VOWDC) Assets Management Group had undertaken a review of the land it owns for potential development. St Paul's Crescent was considered but decision made to retain it as open green space.

Council Tax rebate of £150. This refund is the responsibility of VOWDC and is in process for 70% of Direct Debit payers to be paid in May rather than September as recommended by the Government. Public consultation for new Local Plan, VOWDC in conjunction with South Oxfordshire starting 12th May to continue to 23rd of June. Will use an open-ended questionnaire – to obtain ideas and opinions from residents.

Cllr MacKeith requested St Paul's Crescent be made a village green. Cllr Kay explained as an Access by Right Space it cannot be a village green but it is a "Local Green Space" in the NHPC

Neighbourhood Plan. Cllr Hallett will be meeting with officers to discuss renaming of North Hinksey Lane for clarity since the road forks and both parts are called North Hinksey Lane.

She highlighted that a Planning Application is about to be refused, solely because it is contrary to the NHPC Neighbourhood plan.

Question raised about the copse at Toynbee Close. Owned by VOWDC and in Neighbourhood Plan as a "Local Green Space".

22/007: Review of Actions (paper 1)

20/166 (1) Cllr Jones to approach Cumnor PC regarding safe crossings for Eynsham Rd & Cumnor Hill – Cllr Roberts could be actioned through Health and Safety budget. Cllr Roberts has asked for progress. Still **ONGOING**.

20/167 14. B&NH Green Spaces: Cllr Church to progress agreed actions. **ONGOING**.

21/042 12. 20mph Zone: Cllr Bastin to liaise with Cllr Roberts to progress. **ONGOING** Applies to whole Parish. 21/071 (2c) Review through the Environment Committee alternative options for reducing air pollution and other transport related environmentally friendly options, potentially using remaining S106 funds available after the installation of other new bus shelters required on West Way and Westminster Way **ONGOING**.

21/071 (2d) obtain a quotation for a live bus arrival times screen to be installed in the Westminster Way shelter. The Clerk was informed that this was an action for the Clerk that had got lost in the transition last year. **Covered in 22/010: COUNCIL MATTERS 1. Finance d) and Paper 5**

21/071 (4) proceed with remaining pre-construction work to the new Louie Memorial Pavilion. **ONGOING**

21/153. (1c) Purchase a laptop at a cost of up to £400. Cllr suggested that it be up to £600. Approved. Time scale requested. Clerk to follow up and get quotes. Awaiting report from IT Strategy Group and specification of laptop required.

Purchase of Business Microsoft 365 to be actioned on receipt of MultiPay Card. **ONGOING**.

21/153. (3c) Arrange for data protection training. EDPO has refused to provide until the recommended IT strategy is in place. **ONGOING**

21/177: Review of Actions 19/98 Burial Facilities: Cllr Berrett and MacKeith to investigate the issue and bring a proposal to council. In the meantime, Cllr Berrett will circulate her correspondence with the City Council. Cllr Berrett following up. **ONGOING**

21/180 (1e) Purchase replacement defibrillator pads and battery at a cost of £99.00 + VAT. Clerk asked to check if this had been done last year.

Items ordered by Cllr Potter in December, but not delivered yet. 30-day notice of expiry received. Clerk asked to follow up on delivery. **ONGOING ACTION**

21/180 (2c) Cllr MacKeith to liaise with Cumnor PC over lighting of the Beacon for the Queen's Platinum Jubilee. **ONGOING**

21/189 Risk Assessments for the Skate Park – Skate Park Working Party and Contractor **ONGOING**

21/194 1.b) Parish Council Brass sign outside door to Community Building. **ONGOING** Awaiting arrival of MultiPay Card.

21/208. 5. b) Memorial Garden Maintenance Plan. While initial work is proceeding get further quotes for the ongoing work. **ONGOING Covered in 22/010: COUNCIL MATTERS 2. General 8. ii and Paper 13**

P21/212 To plan next steps for Skatepark Project. **ONGOING**

21/222 1.q Cllr Fairclough to confirm where the dog bins are and how often they are being used and emptied before his proposal to the next meeting. Agenda Item. **ONGOING**

21/222 1.r Clerk to explore a better mobile phone contract with a new handset and bring to next meeting. **Covered in 22/010: COUNCIL MATTERS 1. Finance e) Paper 6**

21/222 2. b To agree procedure and budget for the recruitment of a relief caretaker for Louie Memorial Playing Fields and Pavilion. Delegated to the Personnel Committee, to meet before the next Parish Council Meeting. **Covered in 22/010: COUNCIL MATTERS 2. General 1. e)**

21/222 2.c.III Small working group of Cllrs Kay, Fairclough, Berrett, Church, Potter and Dowie to organise a one-off consultation event at the LM Pavilion. **ACTION POINT Covered in 22/010: COUNCIL MATTERS 2. General 4. II.**

21/222 2. f. ii. Clerk getting together with District Council Arts Officer to complete application for Arts Installation. **Ongoing Covered in 22/010: COUNCIL MATTERS 2. General .7 ii.**

21/222 2. g Military Covenant Trust Fund. NHPC to sign the articles of Arms Forces Covenant. To support the armed forces, veterans and their families. Cllr Fairclough to work with the Clerk to move this forward. **ONGOING**

P21/226 1.a Cllr Fairclough drew Councillors attention to the Guide to GDPR for Parish Councils from the Information Commissioners Office, which Cllr Fairclough will circulate. **ONGOING**
Terms of reference for the EDPO to be circulated, along with her previous IT Service quote. **ONGOING**

P21/226 1.a The small working group of Cllrs Fairclough and Bastin to bring a list of GDPR recommendation to the next meeting. Group to communicate with the EDPO. **ACTION POINT Covered in 22/010: COUNCIL MATTERS 2. General .2. GDPR.**

22/008: CLERK'S REPORT (paper 2)

Hours of work

Now 37 hours per week. I have taken over the normal monthly RFO duties and continue with the Clerk's responsibilities. The Locum RFO used the last of her hours to complete the Year End. Most of the back log of work now appears to have been cleared. I say appeared because there is at least one item shown as completed last year that wasn't and I have had to take to a Committee for authorisation to proceed in getting the work done.

Banking

Unity Trust Bank sent the MultiPay card addressed to me to the address of the previous permanent Clerk. They have assured me that the address details of the previous Clerk have now been deleted so the

problem cannot re-occur. The previous clerk is forwarding the card when she returns from holiday. However, a further 3 weeks have been lost, in purchasing items such as Microsoft 365 Business.

Equipment

Clerk's Laptop I now have this up and running, with all the requisite programmes and the documents I created in the last 3 months transferred across. Password protection has been re-instated with a PIN required on start up.

Phones - Mobile phone and contract is an agenda item.

Skate Park

The Skatepark Tender Documents have not been returned to the Parish Council Office for safe keeping.

Allotments

While most allotment holders have responded promptly with the payment of fees and return of forms there is a small minority where fees and forms are still outstanding, despite the final reminder. Some of the Plot Holders are not IT orientated and have been coming into the office to pay their fees and complete their forms. The Clerk highlighted that 14 plots not yet paid for despite the reminder requested by Councillors.

Staff Information

I continue to have a staff member off sick.

Annual Leave Taken

4 days taken from the 11th to the 14th April as agreed at the Parish Council Meeting of 24th February 2022.

Professional Support

I had a meeting with Alan Stone a previous Clerk who has offered to help with advice on finance if I need it. Mark Stone the Chief Executive of Vale of White Horse District Council has set up quarterly advice and support meetings with me.

Internal Audit

Our Locum RFO had done all the real work for this, but I chose to meet the internal auditor in person rather than by TEAMS to build up a work rapport. I had expected this to take a full day, but we finished in just over half a day.

Clerk highlighted that the Tender documents for the new Botley Bowl, still had not been returned to the Parish Office for safe keeping and that the monies for 14 allotment plots remained outstanding despite reminder notices and if not paid on or before the 10th of May, they would return to NHPC and the present holders would lose them. Clerk asked to call the plot holders and make this clear. **ACTION POINT.** Cllr Potter highlighted that the Clerk had now fully taken over the RFO role.

22/009: COUNCIL MOTIONS - None

22/010: COUNCIL MATTERS

2. General

Due to the presence of the Architect from Jessop & Cook Council agreed to move this item to the top of the Council Matters Section of the Meeting.

4. Pavillon Project Update.

I. Update on Consultation event.

At this point the project needs an informal, light touch, consultation. A positive response received from the pop-up café organiser to run one for the consultation. Requires formal agreement from the Pavilion Trustees for the café and trustees' involvement for consultation event at Pavilion. Meeting of the Pavilion Trustees postponed for a week.

There was a meeting of the Pavilion contact group via Teams on Tuesday where new floor plan was discussed. Screen shared.

20.00 Cllr Church arrived.

Cllr Potter reported footprint remains the same but there are tweaks to the internal layout to create more useable space. Removal of the sink from a meeting room which will save money and changes to the parking layout. Dan Wadsworth of Jessop & Cook took the floor. They had tried to make the plans more efficient and more buildable. Get planning permission with present storage and can then reduce it if necessary. Offered to print out latest version of plans for the consultation.

Jessop & Cook felt joint planning application with Skatepark could cause problems, because of different planning conditions for each project. Jessop & Cook to be put in contact with Canvas.

Consultation with targeted questions, to include western wildlife corridor. Suggestion of second consultation stall at the Farmers Market the following weekend.

Cllr Dowie asked about working group that was set up. The Group still to meet. Cllr Potter apologised for this. Various options put forward for the consultation. Pavilion 2 hours plus online questionnaire. Use a question as to where participant lives. Will be a table outside the Pavilion so easier for wheelchair users to access. Addition of stall at the Farmers Market the following weekend. Cllr Berrett will ask about a stall. Cllr Kay asked if 8th May too early for answer from Pavilion Trustees. Decision to delay it for a week.

Proposal to start consultation Sunday 15th May at Pavilion with hard copy consultation questionnaire which continues online and to approach the Farmers Market for a similar set up on Saturday 21st of May at the Farmer's Market event, to continue online for it to end on Sunday 22nd of May. Proposed by Cllr Berrett seconded by Cllr Kay. Named vote requested. 9 Councillors in favour, Cllr Dowie opposed. Passed by a majority ACTION POINT.

Proposal that content and circulation of survey questionnaire be delegated to working group. Proposed by Cllr Potter seconded Cllr Berrett. Named vote requested. Agreement unanimous. ACTION POINT.

II. Update on Fundraising Strategy.

Draft report from Fundraiser had been circulated to the fundraising working group for comment. Need to re-convene the group, Cllr Potter requested a show of hands (Cllrs Berrett Kay Church Potter and Allen) who wanted to be actively involved in fundraising for next 3 months. Suggestion that NHPC approach the fundraiser for a quote to do further work. Cllr Kay also has contacts and offered his help. The architect suggested that a business plan for fundraising was needed. Cllr Dowie expressed concern at the delay in circulating the Report to all Councillors. Fundraiser's final report to be circulated to working group for their review then it will be circulated to all Councillors as a confidential document.

Proposal to get quotes for ongoing fundraising consultation from present fundraiser plus others. Named vote requested. 9 Councillors for and Cllr Dowie against. ACTION POINT. Convene working group ACTION POINT.

1. Finance

a) To review Internal Audit Report (*paper 3*)

NHPC compliant in the 183 areas assessed by the Internal Auditor, but audit raised 11 items for improvement. One was allocated high - monitoring spending against budget needs to be put in place and reflected in the minutes of Finance & General Purposes Committee and Recreation & Amenities Committee. Match spending against the budget. Insurance cover to be increased to cover cash reserves. Invoices should be approved, by the Clerk and documented as such We are compliant but need to reflect best practice in our actions. Cllr Church moved to vote seconded by Cllr Kay. Named vote requested. Cllrs Allen and Dowie voted against 8 Councillors voted for. Carried by a majority. **Proposed by Cllr Potter that the Internal Auditor's Report be accepted. Seconded by Cllr MacKeith. Named vote requested. Eight Councillors in favour, Cllr Dowie voted against and Cllr Allen abstained.**

b) Approval of Receipts and Payments since last full Council Meeting

Receipts & Payments for approval at April 2022 Council Meeting

	Payee	Description	Method of payment	Total Amount inc VAT
Paid - expenditure previously approved at Council Meeting or urgent /regular payments				
1	13C	Fees for Fundraising Support LMP	Bank Trans	£1100.00
2	Murray Rankin	Caretaking Duties LMPF	Bank Trans	£624.00
3	EE	Office mobile	SO	£29.77
15	Lorna Berrett	Re-imburse purchase of Increased Data for Web Site and email	Bank Trans	£6.51
	For Approval			
	Staff costs	April staff costs (including pension and NI). Salary for Clerk will now be set up as a SO payment	SO	£3,361.99
4	Graham Sillman	2 monthly Zipwire Inspection	Bank Trans	£120.00
5	Applecat Garden Services	F760C0-0261 1 day gardening work Memorial Garden	Bank Trans	£600.00
6	Jessop and Cook	NV-0239Architectural Services. Interim Fee Account No. 3	Bank Trans	£600.00
7	IAC	Internal Audit Invoice	Bank Trans	£438.00
8	Oxfordshire County Council	Printing of Annual Newsletter	Bank Trans	£349.00
9	NOR	Artists Fees West Way Public Art	Bank Trans	£1350.00
10	SLCC Enterprises Limited	Locum Fees – December 83hrs	Bank Trans	£3685.20
11	SLCC Enterprises Limited	Locum Fees – January 40hrs	Bank Trans	£1776.00
12	SLCC Enterprises Limited	Locum Fees – February 40hrs	Bank Trans	£1776.00
13	Graham Sillman	Picnic Bench Repair to meet H&S Requirements	Bank Trans	£108.00

17	Elite Valeting Services	Cleaning and treating LMPF play area	Bank Trans	£990.00
	Total			£16,914.47
		All invoices have been checked as correct		
	Receipts			
14	Vale of White Horse DC	First half of Precept		£47,325.50
16	Vale of White Horse DC	April CIL Payment		£21,458.00
				£68,783.50

The Clerk asserts that all invoices have been examined and verified by the Clerk as correct.

Approval of payments proposed by Cllr Church Seconded Cllr MacKeith. Unanimous agreement.

- c) To approve the return of Allotment fees received in error amounting to £35.00.
Approval proposed by Cllr Church Seconded Cllr Berrett. Unanimous agreement
- d) To review and agree action on information on installation of live bus arrival times screen (*paper 5*)
Council felt the cost of £7000 for a solar powered sign was prohibitive and after discussion Cllr Church made the following proposal. **This Parish Council notes the quotes and we believe the quote is too expensive, and we would therefore, subject to consultation and agreement with Prime Site Media, install a sign on the Bus Shelter saying that to install a live time sign would cost £7000 and we do not feel that is good use of money. Seconded Cllr Rankin. Named Vote requested, unanimous agreement. ACTION POINT**
- e) To consider and agree costings for a new mobile phone and contract. (*paper 6*)
Proposed that we accept EE quote, has best coverage in area and cheap. Proposed Cllr Rankin, seconded Cllr Berrett. Unanimous agreement. ACTION POINT
- f) To consider and agree costings for printed copies of Neighbourhood Plan. (*paper 7*)
Proposed that cheapest quote from S&CS be accepted. Proposal from Cllr Rankin seconded by Cllr Kay. Unanimous agreement. ACTION POINT
- g) To consider grant application from the Sprout for £200.00 for Botley in Bloom for the cost of prizes (*paper 8*)
Cllr Dowie asked why the grant was needed and Cllr MacKeith explained the benefits to NHPC of providing the grant. **It was proposed by Cllr Church that the grant be approved. Seconded Cllr Rankin. Named Vote requested. Eight councillors in favour, Cllr MacKeith abstained and Cllr Dowie voted against. Proposal carried by a majority. ACTION POINT**

22/010: COUNCIL MATTERS

2. General

1. Policies and Procedures arising from the Personnel Committee Meeting of 21st April 2022

a) Council to approve the new Sickness and Absence Policy. (*paper 9*)

Cllr Kay highlighted that the NALC template was used and the Clerk's employment contract incorporated and a clause on Jury Service added.

Proposed by Cllr Church Seconded Cllr Bastin that Sickness and Absence Policy be accepted by the Council. 9 Councillors for Cllr Dowie against. Agreed by a majority.

- b) Council to approve the revised Protocol on Councillor – Employee Relations. (*paper 10*)
 Agreed version from November was to be sent to the Monitoring Officer. Proposed that revision version be accepted as per the Monitoring Officer changes. 3 sections added 4.1 and 4.9 Contract takes precedence and addition of Occupational Health. Copy went back to Monitoring Officer for final review. **Cllr Basting proposed acceptance. Cllr Church seconded. Named vote requested. 9 Councillors for Cllr Dowie against. Agreed by a majority.**
- c) Council to approve the updated Terms of Reference for Committees. (*paper 11*)
Proposed that updated Terms of Reference for Committees be approved. Proposed by Cllr Kay Seconded by Cllr Berrett. Named vote requested. 9 Councillors voted in favour Cllr Dowie voted against. Agreed by a majority.
- d) Policies on the NHPC website. Council to approve the recommendation by the Personnel Committee that all Policies are made available to download from a public page on the NHPC website other than certain identified internal Personnel Policies, which are to be made available to Councillors and Employees by other means, initially by a private, password protected page on the NHPC website. The Policies in question are the Grievance Policy, the Disciplinary Policy, plus, subject to their approval at this meeting, the Sickness and Absence Policy and the Protocol on Councillor – Employee Relations.
 Cllr Bastin suggested this was normal practice for Councils. NHPC needs to state that we have these Internal Policies. **Proposed Cllr Potter that the recommendation of the Personnel Committee be accepted and seconded by Cllr Church Named vote requested. 9 Councillors voted in favour Cllr Dowie voted against. Agreed by a majority.**
- e) Report to Council by Cllr Kay on the intended process for recruiting a temporary caretaker to cover for holidays and periods of sickness or other absence. Council to approve an initial budget of £200 to cover advertising costs.
 Verbal report from Cllr Kay. Contact Cumnor Parish Council to enquire if they want to be involved in a joint recruitment process. Approach made by Clerk and response that their only employee is their Clerk. Both R&A and Personnel recommend the recruitment of a pool of people. Need to ensure that work is offered to all pool members at same time and goes to first to reply. Cllr Berrett to prepare job advert and to circulate to all Councillors. Training not to include RoSPA training. Budget of £200 to build up the pool over time.
Proposed that Council agree £200 budget and delegate to Personnel to draft advert text, circulate to Council and advertising the role. Proposed by Cllr Kay. Seconded by Cllr Rankin unanimous agreement.
- f) Report to Council by Cllr Kay on the Clerk's probationary review process to take place in July. Cllr Kay provided verbal recommendations. **Proposed that the original Recruitment panel initially be invited.** Cllr Rankin agreed subject to timing, as did Cllrs Berrett and Potter. Cllr Blase to be contacted for his agreement. **Decision on the outcome of the Clerk's Probationary be delegated to the Review Panel. Proposed by Cllr Kay, seconded by Cllr MacKeith Named vote requested. Cllr Allen abstained Cllr Dowie voted against. Agreed by a majority.**

Cllr Kay will write to the panel members to provide guidance on how to carry out the review process. **ACTION**

Cllr Berrett clarified that the Personnel Committee recommendation was for a maximum of 4 people on the panel not that it should be a panel of 4.

- g) Council to approve the proposed amendments to the Contract of Employment for the Louie Memorial Pavilion Caretaker to meet the requirements of Equal Opportunities Legislation. **Proposed that Caretakers contract be amended to match Clerk's contract in terms of paid sick leave.**
Proposed by Cllr Kay. Seconded by Cllr Church unanimous agreement.

22/010: COUNCIL MATTERS

2. General

2. GDPR

To receive and consider recommendations of GDPR Working Group.

Cllr Fairclough was unavailable so Cllr Bastin researched this alone. He felt first requirement was that all Councillors did a GDPR training course so they knew what was needed for the Council to be GDPR compliant. Having looked at courses Cllr Bastin recommended the Course by the University of Derby. An online, free course. Proposal by Cllr Bastin that all councillors do this course so that all councillors complete the course within 3 months. It consists of 3 sets of modules, a maximum of 8 hours each. Cllr MacKeith asked if a course for Parish Councillors was available. Clerk explained that GDPR courses were available from OALC last year so none planned for this year. Cllr MacKeith asked about NALC Training, but none offered in the emails forwarded to Councillors. Clerk reminded Council that it had agreed to EDPO training in GDPR, but EDPO refused to provide the training until an IT structure had been put in place to monitor GDPR compliance.

Cllr Church asked if GDPR training was needed. Cllr Kay said that all Councillors should know what the requirements are.

Clerk was asked to contact OALC for a recommendation for a trainer. **ACTION POINT**

GDPR to be revisited at next meeting. **ACTION POINT**

Cllr Dowie asked for information on where we need to go after the GDPR training. Cllr Bastin explained the training would allow Council to understand its responsibilities it can then establish what data is held and what it wants to do with it.

Cllr Bastin asked to write up the process and circulate the training link. **ACTION POINT**

22/010: COUNCIL MATTERS

2. General

3. Committee Structure Review

To consider current committee structure and if changes should be proposed at the Annual Meeting. Locum Clerk highlighted the number of Committees and the number of Meetings not required by law, but NHPC is an active Council.

Looking at meeting schedule for next year.

Planning Committee is recommended. Its powers are delegated from Parish Council and it should meet every 3 weeks to match the Planning cycle. Parish Council meets 11 times per year.

Finance Committee is recommended.

Allotments Committee has not been operating this year.

Allotments administration is with the Clerk and a Tenancy Agreement is in place. Is a committee required? Needs to come to the AGM. Cllr MacKeith felt the Council need a committee to have inspections. Cllr Rankin suggested a couple of people be appointed to do inspections not a separate committee and report back to Clerk/Committee. Cllr Dowie suggested NHPC stay with Clerk and full Council, present system is working.

Need to tidy up working groups, core groups etc. To identify which groups are active and list at Annual General Meeting and review delegated powers and reporting structures.

Proposal to suspend Standing Orders and continue meeting beyond 2 hours. Proposed by Cllr Kay seconded Cllr Rankin Majority vote in favour. Cllr Allen left the meeting

Proposed that we bring a proposal to the Annual General Meeting to disband the Allotments Committee and delegate inspections to nominated Councillors who report back to full Council oversight by Recreation & Amenities. Recreation & Amenities overlaps with Environment & Wellbeing Committee and there should be discussion on this at some point.

Proposal is that we bring proposal to AGM to disband the Allotments Committee Proposed by Cllr Kay Seconded Cllr Rankin Named Vote requested 7 Councillors voted for and Cllr MacKeith against. Cllr Church abstained. Agreed by a majority.

22/010: COUNCIL MATTERS

2. General

4. Skatepark Project Update.

I. Update on actions since last meeting.

Canvas has still to provide a contract for NHPC to sign. Cllr MacKeith queried who does the Contract. It was explained the Contractor sends the contract to Clerk for signature. The project now needs to revisit the larger Working Group of last summer. Canvas is starting consultation in 2 weeks. Cllr Dowie raised the group having a structure, with details of who they are and how they report to Council. Cllr Potter agreed action to contact the original group members and find out if they are still interested and in what capacity. Initial process is underway. Design by early July.

22/010: COUNCIL MATTERS

2. General

5. Update on Queen's Platinum Jubilee celebrations.

Cllr Church reported there are 2 events organised by groups of volunteers supported by Parish Councillors.

2nd June 7-9pm Party on Louie Memorial Playing Fields with bar, barbecue and disco to cover 7 decades 3 quotes obtained for Disco.

9.15 or 9.30pm people will move up to the Beacon for the lighting, where there will be a Piper, a Choir and possibly a cornet player. Plans in place in case of rain.

Saturday 4th Street Festival from 2-6 pm with external events, stage with youth theatre, sports groups and others to be confirmed. Internal events to include Historical exhibition, Arts activities and cake contest. WI working on bunting proposal for prize for best decorated balcony. Seeking commercial sponsorship Council support of £500 inadequate. Suggestion that £2000 more realistic. Need more support from councillors. Sunday street parties.

Cllr Berrett suggested contacting businesses this week so we know what we need for proposal to next meeting for an increased budget. **ACTION POINT**

22/010: COUNCIL MATTERS

2. General

6. Public Arts Project Update

- i. Update on progress since last meeting.
Cllr Berrett informed Council that Highways England are considering the application for the Gateway Arts on the bridge.
- ii. Planning Application for Installation. Clerk working with Arts Officer. Permission received from Mace. Clerk putting onto planning website. Alex (sculptor) booked up for the year, so delivery of the artwork likely to be staggered.

22/010: COUNCIL MATTERS

2. General

7. To consider quotations for work arising from the Receptions and Committee Meeting of 21st April 2022.

- i. Quote from designated contractor for remedial works Louie Memorial Playing Fields (*paper 12*)
Quote in 2 parts with second covering replacement bollards. Cllr Dowie asked why use wood rather than concrete. Cllr Potter explained that replacements bought to match existing bollards. **Proposal that both quotes be accepted by Cllr Church seconded by Cllr Rankin. Unanimous agreement. ACTION POINT**
- ii. Quote for continuing maintenance of the Memorial Garden. (*paper 13*)
Cllr MacKeith suggested staying with present provider because the quality of their work is known. Cllr Church asked if the Clerk had researched the provider of the cheaper quote. Cllr Berrett searched online and screen shared the very positive reviews she found. **Proposal that the cheaper quote be accepted from Cllr Kay seconded by Cllr Church. Named vote requested. 8 Councillors for, Cllr Dowie voted against. Agreed by a majority. ACTION POINT**

22/011: Questions raised by Councillors:

None

22/012: Other Documents & Letters Received:

All circulated.

22/013: Date of Next Meeting: 19th May 2022 at 7.30pm
Church apologies.

Meeting closed at 10.02